

## **CAREER ENHANCEMENT CERTIFICATE**

## **Professional Writing**

The catalog in force is assigned to students based on the academic year they first applied to the college, and changes only when students change their major or request the change in writing. Refer to Policy No. 3357:15-13-28

2024-25 Catalog
Effective Summer 2024

1201

Arts and Sciences Division

English, Language, and Social Sciences Department

Course Number	Course Title	Credits	Pre- and Co-Requisites	Completed Sem./Year		
ENG124	College Composition^	3	Co-ENG024 or Co-ENG011 or Proficiency			
ENG125	Technical Editing and Layout ▲+	3	ENG124			
ENG230	Business Communication	3	ENG124			
WRITING ELECTIVES: 9 of the following credit hours required						
ENG126	Technical Grammar and Style ▲+	3	ENG124			
ENG221	Technical Report Writing	3	ENG124			
ENG227	Writing for Media	3	ENG124			
ENG228	Writing for the Web	3	ENG124			
ENG232	Scriptwriting 4+	3	ENG124			
ENG238	Introduction to Creative Writing ▲+					
TOTAL CREDIT HOURS						

## STUDENT ADVISING NOTES

## Academic Advising

Students should make an appointment to see their advisor before registering for classes each semester. They should have prepared a completed registration form, including courses they wish to take, prior to this meeting.

First semester		Credit Hours	Pre- and Co-requisites
ENG124	College Composition	3	Co-ENG024 or Co-ENG011 or Proficiency
Second Semester			•
ENG125	Technical Editing and Layout ▲+	3	ENG124
ENG230	<b>Business Communication</b>	3	ENG124
Writing Elective		3	ENG124
Writing Elective		3	ENG124
Third Semester			
Writing Elective		3	ENG124
	TOTAL CREDITS	18	

<sup>^</sup> Based upon SSC placement score.

<sup>▲+</sup>Spring only courses. Please see your academic advisor for availability.